

REPORTS INVENTORY				STAT		FORM NO. 10. DDS/OL/SD 41	
PREPARE IN DUPLICATE						5 XXXXXXXX	
1. TITLE OF REPORT (if a fill-in report include Form No.) Schedules of Expenditures				2. TYPE OF REPORT		X STATISTICAL NARRATIVE MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL LOGISTICS MEDICAL		TRAINING SECURITY FINANCE		ADMIN. GENERAL OTHER (specify)	
4. NO. OF COPIES PREPARED 6		5. FREQUENCY (weekly, monthly, quarterly, etc.) Monthly		6. DISTRIBUTION (No. of components not number of copies) 4			
7. FORMAT (memorandum, form, computer print-out, etc.) Typed Format		8. ADP PROCESSING YES X NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT Administrative Instructions from Supply Division			
10. PREPARING COMPONENT (include lowest level contributing information to report) Budget Office (F&A)				11. FEEDER REPORTS (State total number and identify by title, Form No., or nomenclature. Attach separate sheet if necessary.) None			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
GS-9	5.38		2		10.76		12 129.12
GS-5	3.57		2		7.14		12 85.68
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$214.80	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Required to advise <input type="checkbox"/> fund balance.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT X RETAIN AS IS CHANGE DISCONTINUE <input type="checkbox"/> OTHER (explain)						ESTIMATED SAVINGS MAN-HOURS DOLLARS	
16. DATE OF INVENTORY 6 October 1970		17. INFORMATION				18. EXTENSION	